



# Lunenburg Public Schools

**Loxi Jo Calmes**  
*Superintendent of Schools*

SCHOOL COMMITTEE MEETING  
Wednesday, December 15, 2010  
Brooks House – 7:00 p.m.

## Minutes

### School Committee

David Reif, Chair  
Jason Poitras  
Colleen Shapiro  
Donna White - absent  
Gregory Berthiaume

### Superintendent

Loxi Jo Calmes

### Recording Secretary

Mary Landi

### Student Representative

Stephen Flaherty

### Guests

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- \* Call to Order – Dr. Reif called the meeting to order at 7:02 p.m.
  - \* Chairman's Report
  - \* Review and Approve Minutes
    - November 17, 2010 Regular Session Minutes – Approved by Dr. Reif.
    - December 1, 2010 Regular Session Minutes – Tabled to next meeting.
  - \* Review and Approve Warrants – Warrants were on the table for signatures.
  - \* Superintendent's Report – The superintendent's report included the following:
    - The superintendent wished everyone happy holidays. Students have a two-week break coming up.
    - Superintendent Calmes thanked the PTO for contributions recently made to the schools. The PTO awarded eight proposals from teachers totaling \$1,100 per school. They also provided the principals funds to use for various things.
    - The superintendent reported that she anticipates a reply and information from the MSBA within the next couple of weeks, per Representative Jennifer Benson's office.
    - We have heard from the Tri-Town developer regarding the initial number of students moving into the development; the number is eight potential students. We have not heard from any of those families at this time.
  - \* Student Report – Stephen Flaherty's report included the following:
    - The Friends of Rachel group has been meeting once a week after school regarding teacher appreciation activities and a student-welcoming group.
    - The semi-formal was held last Friday; there was a good showing and donations for Toys for Tots were collected at the event.
    - Student council is sponsoring a fundraiser selling candy canes for \$1.00 to raise money for the food pantry and community council. Santa is coming to the school tomorrow and students can have their picture taken with him. The money raised will be donated to the Lunenburg food pantry.
    - There are a couple of surveys going out to students, including one about the cafeteria.
    - Ms. Katz led the choral concert and band concert and did an excellent job. The Music Aiders citrus has arrived.
  - \* Public Comment – None.
  - \* New Business

- a. Grant Application Request – THMS Service Learning – Superintendent Calmes announced that the State has additional community service learning funds, and she was requesting permission to apply for the funds, which are being awarded on a first-come, first-served basis. The request is for \$6,000 for two projects. Dr. Berthiaume moved and Ms. Shapiro seconded a motion to allow the superintendent to move forward with the grant application. Vote: unanimous.

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Old Business

- a. Discussion – Superintendent Calmes’ Recommended FY12 Budget – Superintendent Calmes updated the committee on this year’s budget with regard to food services. Participation has slightly increased in terms of reimbursable lunches. Revenues and expenses are keeping pace with expenditures. Superintendent Calmes moved on to the FY12 budget and first reviewed the bottom line and then highlighted the most notable changes. These include moving 2 teachers from 0.80 to full time; increasing Ms. Martin from 0.90 to full time; increasing secretarial coverage in special services by an additional 10-15 hours; increasing a music teacher from .50 to full time; and adding a special education teacher at the high school to accommodate the age range in the special education program. Superintendent Calmes reviewed the special education out-of-district placement numbers, health insurance, and technology. The THMS labs are scheduled for replacement next year. The Budget Hearing is scheduled for January 5 at Town Hall.
- b. Action – Refreshing Statements of Interest for Thomas C. Passios Elementary School & Turkey Hill Middle School with the Massachusetts School Building Authority.

**Form of Vote:** *The following form of vote should be used by both the City Council/Board of Aldermen, Board of Selectmen/equivalent governing body AND the School Committee in voting to approve this Statement of Interest.*

*If a regional school district, the regional school district should use the following form of vote.*

Ms. Shapiro read aloud the motion to refresh the TCP SOI as follows:

Resolved: Having convened in an open meeting on December 15, 2010, the School Committee of the Lunenburg Public School District, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated December 15, 2010 for the Thomas C. Passios Elementary School located at 1025 Massachusetts Avenue, which describes and explains the following deficiencies and the priority category(s) for which Lunenburg may be invited to apply to the Massachusetts School Building Authority in the future.

**Priority 5:** Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.

The electrical distribution system for Thomas C. Passios Elementary School is out-dated and should be replaced. Classroom lighting needs to be updated to take advantage of improvements to lighting technology with daylight saving features. The original roof was replaced in 1986 and at 23 years old replacement is needed. Leaks from the roof risk damaging asbestos pipe wraps located above the hallway ceilings and causing indoor air quality concerns;

and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Lunenburg Public School District to filing an application for funding with the Massachusetts School Building Authority.

Dr. Berthiaume seconded the motion. Vote: unanimous.

Dr. Berthiaume read aloud the motion for the THMS SOI as follows:

Resolved: Having convened in an open meeting on December 15, 2010, the School Committee of the Lunenburg Public School District, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated December 15, 2010 for the Turkey Hill Middle School located at 129 Northfield Road,

which describes and explains the following deficiencies and the priority category(s) for which Lunenburg may be invited to apply to the Massachusetts School Building Authority in the future

**Priority 5:** Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.

The Turkey Hill Middle School requires new unit ventilators and extending the digital control system out from the boiler room into the building to allow better control and more responsive identification of problems. Exterior windows in the building are single pane and in poor condition and require replacement;

and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Lunenburg Public School District to filing an application for funding with the Massachusetts School Building Authority.

Mr. Poitras seconded the motion. Vote: unanimous.

- c. Action – Second Reading - Life Threatening Allergy Policy 5712 – Dr. Berthiaume moved and Mr. Poitras seconded a motion to waive and approve the second reading of Policy 5712. Vote: unanimous.
- d. Action – Third Reading New & Revised Health Policies - Administration of Medications 5701.01; Automated External Defibrillator 5710; Comfort Care / Do Not Resuscitate Orders 5711 – Dr. Berthiaume moved and Mr. Poitras seconded a motion to waive the third reading and approve policies 5701.01, 5710, and 5711. Vote: unanimous.
- e. Action – Third Reading Anti-Bullying Plan and Policy 5402 – Dr. Berthiaume moved and Mr. Poitras seconded a motion to waive the third reading of the Anti-Bullying Plan and Policy 5402 and approve the policy. Superintendent Calmes recommended approval of the policy at this time. The consensus is that the language in the handbooks is appropriate. Any lack of clarity can be addressed through providing information. Vote: unanimous.

\* Public Comment – None.

\* Reports

- a. Advisory Committee – Dr. Berthiaume reported that the THMS advisory committee met; they are forming a welcoming group for new students and focusing on technology.
- b. Finance Committee
- c. School Councils
- d. PTO
- e. Policy Sub-Committee
- f. Capital Planning Committee
- g. Health Advisory Committee
- h. PAC/SAL
- i. Regional Planning Committee – The Regional Planning Board is planning to meet on either January 18 or 26.
- j. Rep. Benson’s Advisory
- k. Other

\* Continuing Projects/Estimated Date of Completion

\* Items for Future Discussion

- Workshop Sessions
- Facilities Use Procedure
- Civic Engagement

- \* Executive Session – At 7:49 p.m. Dr. Berthiaume moved and Mr. Poitras seconded a motion to enter into executive session, not to return to regular session, for the purpose of discussing strategy related to collective bargaining.

Roll Call

Dr. Reif – yes

Mr. Poitras – yes

Ms. Shapiro – yes

Dr. Berthiaume – yes

- \* Adjournment – At 8:15 p.m. Mr. Poitras moved and Mrs. Shapiro seconded a motion to adjourn.  
Vote: unanimous.

Respectfully Submitted,

Mary Landi  
Recording Secretary

c/5/24/10/mel